



KAKATIYA UNIVERSITY
UG COURSES
CHOICE BASED CREDIT SYSTEM (CBCS)
2019 - 2020
RULES & REGULATIONS

These Regulations shall be called Kakatiya University regulations governing Undergraduate Programmes under the Choice Based Credit System (CBCS non-professional). The Choice Based Credit System is offered only to the students admitted in Constituent Colleges and Affiliated Colleges of Kakatiya University from the Academic Year 2019-2020.

These Regulations shall come into force from the Academic Year 2019-2020

1. Definitions:

In these Regulations, unless the context otherwise requires:

- a. **“University”** means Kakatiya University
- b. **“Undergraduate programmes”** means UG degree courses in the Faculties of Science, Arts, Social Sciences and Commerce
- c. **“Student”** means student admitted to undergraduate programmes under these Regulations
- d. **“Degree”** means undergraduate three year bachelor’s programme (non professional)
- e. **“Board of Studies”** means undergraduate Board of Studies of the University in the discipline /subjects Concerned (CBCS non-professional)
- f. **“Academic Senate”** means Academic Senate of Kakatiya University
- g. **“Fee”** means the fee prescribed by the University for the Undergraduate Programmes
from time to time
- h. **“Credit”** means the unit by which the course work is measured, in these Regulations one credit means one hour of teaching work or two hours of practical work per week for 15 weeks in a Semester
- i. **“Grade letter”** is an index to indicate the performance of a student in a particular course (Paper). It is the transformation of actual marks secured by a student in a course/paper. Grade letters are 0, A, B, C, D, E, F
- j. **“Grade Point”** is the weightage allotted to each grade letter depending on the range of
marks awarded in a course/paper.
- k. **“Credit Points”** refer to the product of number of credits multiplied by the Grade Point for a given course/paper
- l. **“Semester Grade Point Average”** (SGPA) refers to the performance of the student in a given semester. SGPA is based on the total credit points earned by the student in all the courses and the total number of credits assigned to the courses/papers in a Semester.

- m. “**Cumulative Grade Point Average**” (CGPA) refers to the Cumulative Grade Point Average weighted across all the semesters (6 semesters).

2. CHOICE BASED CREDIT SYSTEM (CBCS) IN UG COURSES:

Main features of the Choice Based Credit System (CBCS):

- a. All the UG Departments in the Faculties of Science, Social Sciences, Arts, Commerce of the constituent and affiliated colleges of KU shall participate in this Choice Based Credit System (CBCS) from the academic year 2019-2020.
- b. In the CBCS system continuous evaluation of the students in all the semesters is done through Internal Assessment Examinations, assignments etc.
- c. Course contents of each UG programme are designed to meet the ever changing requirements of the industry/job market/needs of society.
- d. Each paper/course is assigned a specific number of credits and the marks secured by a student are converted into grade points and credit points. The performance of a student in a semester is expressed as Semester Grade Point Average (SGPA) and the combined performance of a student in all the six semesters of the UG programme is expressed as Cumulative Grade Point Average (**CGPA**).

CBCS Course Structure

- a. UG Courses in the CBCS are being offered in Semester pattern
 - b. There shall be six semesters in each UG course. The duration of an Academic year consists of two semesters, each of 15 weeks of teaching.
 - c. The Academic session in each semester will provide 90 teaching days.
 - d. The period of the odd semesters shall be from July to November and the even semesters shall be from December to April.
 - e. There shall be seven categories of courses/papers in the UG programmes:
 - i. DSC (Discipline Specified Course)
 - ii. DSE (Discipline Specified Elective)
 - iii. Language
 - iv. AECC (Ability Enhancement Compulsory Course)
 - v. SEC (Skill Enhancement Course)
 - vi. GE (Generic Elective)
 - vii. Project
 - f. The details of these courses / Papers are given in summary sheet as Annexure - I
- f. Each course/paper shall have a character code which indicates
- i. The Department
 - ii. The Semester
 - iii. The course No. /Paper No.

g. The detailed UG course structure for each Department will be designed by the UG Board of Studies of the Department and finalized by the Faculty and approved by the Standing Committee of the Academic Senate of the University from time to time.

h. Skill Enhancement Course SEC (Choice Based):

Skill Enhancement Course (SEC) the student of B.A. /B.Sc shall choose two SEC papers in each of III and IV semester such that at least one from the SEC papers being offers by three core subjects in B.A and B.Sc whereas total of tone SEC papers out of 12 paper in BBA and B.Com each SEC paper carries two credits.

i. Generic Elective GE:

The student shall choose one GE paper in V Semester from the paper being offered by the other faculty. GE paper carries four credits.

3. Attendance:

- a. 75% of attendance is compulsory for all students. A student shall be considered to have satisfied the requirement of attendance for appearing for the semester end examination, if he/she has attended not less than 75% of the number of classes held upto the end of the semester including tests and practicals etc.
- b. However, there is a provision for condonation of attendance for the students who have attendance between 65% and <75% on Medical Grounds on payment of prescribed fee and production of medical certificate.
- c. If a student represents his/her institution, University, State or Nation in Sports, NCC, NSS or Cultural or any other officially sponsored activities, he/she shall be eligible to claim the attendance for the actual number of days participated subject to a maximum of 20 days in a Semester based on the specific recommendations of the Head of the Department and Principal of the College concerned.
- d. A student who does not satisfy the requirement of attendance shall not be permitted to take internal assessment as well as the Semester end examinations.

4. Medium of Instruction

The medium of instruction shall be English/Telugu/Urdu/Hindi

5. Award of Grades, SGPA, CGPA

Credits, Grade Letter, Grade Points and Credit Points

Credit means the unit by which the course work is measured. In these Regulations one credit means one hour of teaching work or two hours of practical work per week.

Grade Letter is an index to indicate the performance of a student in a particular course (Paper). It is the transformation of actual marks secured by a student in a course/paper. It is indicated by a Grade letter O, A, B, C, D, E, F, There is a **range of marks** for each Grade Letter, In case the student is absent for any exam, Ab is indicated in the memo in place of the Grade Letter.

Grade Point is weightage allotted to each grade letter depending on the marks awarded in a course/paper

Details of Award of Grades Under Choice Based Credit System (CBCS NP)

Award of Grades			Award of Division		
Range of % of Marks	Grade Letter	Grade Point	CGPA Grade	Range of marks (%)	Division
>85to100	O	8.5 - 10	7.00 -10.00	70 -100	First with Distinction
>70to<85	A	7.0 - 8.49	6.00 -6.99	60 - 69	FIRST
>60to<70	B	6.0 - 6.99	5.00 -5.99	50 - 59	SECOND
>55to<60	C	5.5 – 5.99	4.00 -4.99	40 - 49	PASS
>50to<55	D	5.0 – 5.49			
>40to<50	E	4.0 – 4.99			
<40	F	0.0			
Absent	Ab	-			

Semester Grade Point Average (SGPA)

Credit Points for the paper = No. of Credits assigned for the paper x Grade Point secured for that course/Paper

SGPA indicates the performance of a student in a given Semester. SGPA Is based on the total credit points earned by the student in all the courses and the total number of credits assigned to the courses/papers in a Semester.

$$SGPA = \frac{\sum (\text{Letter Grade Points}) \times (\text{Credits})}{\sum (\text{Credits})}$$

$$CGPA = \frac{\sum (SGPA) \times (\text{Credits})}{\sum (\text{Total Credits})}$$

Note: SGPA is computed only if the candidate passes in all the papers (gets a minimum 'E' grade in all the Papers)

The following examples illustrate the calculation of Grade Points, Credit Points and Semester Grade Point Average (SGPA) and Cumulative Grade Point Average (CGPA). The percentage of marks shown in column III is the marks secured by the student in the Internal Assessment and Semester End Examination put together.

Example: B.Sc /B.com/BA - Semester - I

Course/paper	Credits	% of Marks	Grade Letter	Grade Point	Credit Points = Credits x Grade Points
Paper - I (Theory)	4	60	B	6.0	4 x 6 = 24
Paper – II (Theory)	4	50	D	5.0	4 x 5= 20
Paper – III (Theory)	4	70	A	7.0	4 x 7 = 28
Paper - IV (Theory)	4	75	A	7.5	4 x 7.5= 30
Paper – V (Practical's)*	4	75	A	7.5	4 x 7.5 = 30
Paper - VI (Practical's)*	4	80	A	8.0	4 x 8 = 32
Total	24				164

Note*: The number of practical papers and the credits assigned may vary from one Course to other.

Total Credit Points obtained for all the papers in the Semester-I = 174
 Total Credits assigned to all the papers in the Semester-I = 25

$$SGPA = \frac{\text{Total Credit Points in the Semester-I}}{\text{Total Credits in the Semester-I}} = 174/25 = 6.96$$

SGPA for Semester - I = 6.96

Similarly, semester II, III, IV, V and VI should be calculated as per the above procedure.

Cumulative Grade Point Average (CGPA)

CGPA refers to the Cumulative Grade Point Average weighted across all the semesters (6 Semesters). CGPA is obtained by dividing the total number of credit points (CPTs) in all the semesters by the total number of credits in all the Semesters. The final result at the end of all the semesters is declared in the form of CGPA.

Note: CGPA is calculated only when the candidate passes in all the papers of all the semesters.

Example: B.Sc./B.Com./B.A./B.B.A			Credits Under Non- CGPA		
				NSS/NC C/Sports / Extra curricular	Summer Internship
I Semester:	Total CPTs = 200	Total Credits = 25	I Year	2	2
II Semester:	Total CPTs = 212	Total Credits = 25			
III Semester:	Total CPTs = 213	Total Credits = 25	II Year	2	2
IV Semester:	Total CPTs = 218	Total Credits = 25			
V Semester:	Total CPTs = 216	Total Credits = 25	III Year	2	-
VI Semester:	Total CPTs = 210	Total Credits = 25			

$$CGPA = \frac{\sum \text{Total CPTs of Semester I, II, III, IV, V, VI}}{\sum \text{Total Credits of Semester I, II, III, IV, V, VI}}$$

In the present example

$$CGPA = \frac{200+212+213+218+216+210}{24+24+25+26+24+22} = 1269/145 = 8.75$$

8. EVALUATION METHOD

1. Semester End Examination of Ability Enhancement Compulsory Course (AECC) Shall be conducted by the University and its marks shall be a part of SGPA and CGPA.
2. AECC has 2 credits and will be evaluated for 50 marks: 10 marks internal assessment (10 MCQs and 10 FIBs of half mark each); 40 marks for Semester End exam (Section A: 10 marks - 2 short answers of 5 marks each, one from each unit: Section B: 30 marks - 2 long answers of 15 marks each, from each unit with internal choice).
(AECC I Course: Environmental Studies - The framing of syllabi, question paper, paper setting, panel of examiners and other confidential related work will be taken up by the Chairperson, BoS in Environmental Studies and AECC - II Course: Gender sensitization- the framing of syllabi, question paper, paper setting, panel of examiners and other confidential related work will be taken up by the Chairperson, BoS in Sociology.)
3. Pattern of internal evaluation in UG Core and Elective papers (4 and 5 credit courses/ papers) is **2 internal assessment tests of 15 marks each to be averaged and 1 assignment of 5 marks for a total of 20 marks**. Each internal assessment question paper consists of 10 MCQs of 1/2 mark each; 10 FIBs of 1/2 mark each; 5 short answers of 1 mark each.
4. No assignments for any 3 credit core/elective course/paper.
5. **NO INTERNAL EXAM for practical courses**. Each I Credit Practical examination is evaluated at the end of the semester for 25 marks. Evaluation by internal examiners for I, III & V Semesters and for II, IV & VI End Semesters by external examiners.
6. Pattern of Semester End Exam for UG Core and Elective papers (4 and 5 credit courses/papers):
 - a. **For ARTS, COMMERCE AND SOCIAL SCIENCES:**
 - i. **5 Credit Course/Paper (80 marks):** Section 'A' (20 marks) consists of 8 Short Answer Questions (at least one from each unit) out of which 5 questions are to be answered. Each question carries 4 marks. Section 'B' (60 marks) - 5 long answer / essay type questions of 12 marks each with internal choice (2 to be set per unit).
 - ii. **4 Credit Course / Paper (80 marks):** Section 'A' (20 marks) consists of 8 Short Answer Questions (two from each unit) out of which 5 questions are to be answered. Each question carries 4 marks. Section 'B' (60 marks) - 4 long question answer/essay type questions with internal choice (2 to be set per unit). Each question carries 15 marks.
 - b. **For SCIENCE:**
 - i. **4 Credit Course/ Paper (80 marks):** Section 'A' (20 marks) consists of 8 Short Answer Questions (two from each unit) out of which 5 questions are to be answered. Each question carries 4 marks. Section 'B' (60 marks) - 4 long question answer/essay type questions with internal choice (2 to be set per unit). Each question carries 15 marks.

- ii. **3 Credit Course/Paper (60 marks):** Section 'A' (15 marks) — consists of 8 Short Answer Questions (at least two from each unit) out of which 5 questions are to be answered. Each question carries 3 marks. Section B' (45 marks) - 3 long answer/essay type questions of 15 marks each with internal choice (2 to be set per unit). . –

The marks secured by the student in the Internal tests, assignments, Seminars, practical's, project work and semester-end examinations are converted into SGPA and CGPA.

9. Improvement of Grades and Completion of the Course:

- i. Candidates who have passed in to the immediate next examination after of all papers are cleared theory paper/papers are allowed to appear again for theory paper/papers only once in order to improve his/her grade, by paying the fee prescribed by the University. If a candidate improves his/her grade, then his/her improved grade will be taken into consideration for the award of SGPA only. Such improved grade will not be counted for the award of prizes/medals, Rank and Distinction. If the candidate does not show improvement in the grade, his/her previous grade will be retained. Candidates will not be allowed to improve marks/grade in the Internal Assessment Seminars and Project Work

10. Promotion, Re-admission Rules & Maximum Time for Completion of Course:

A. Rules of promotion are given below:

Sl. No.	Semester	Conditions to be fulfilled for Promotion	
1.	From Semester – I to Semester – II	Undergone a Regular Course of Study of Semester – I and registered* for the Semester – I examination.	
2.	From Semester – II to Semester – III	a) Undergone a Regular Course of Study of Semester – I & II and b) The number of backlogs if any, of Semester- I & II taken together shall not exceed 50% of the total number of papers/subjects prescribed for semesters -I & II together	
		Number of papers/subjects prescribed for Semesters- I & II	Number of Backlogs permitted
		B.A. 12	6/7
		B. Sc. 18	9
		B.Com. 14	7
3.	From Semester – III to Semester – IV	Undergone a Regular Course of Study of Semester – III and registered* for the Semester – III examination.	
4.	From Semester – IV to Semester – V	a) Undergone a Regular Course of Study of Semester – I, II, II & IV and b) The number of backlogs if any, of Semester- I,II,III & IV taken together, shall not exceed 50% of the total number of papers/subjects prescribed for semesters - I,II,III & IV	
		Number of papers/subjects prescribed for Semesters- I,II,III & IV	Number of Backlogs permitted
		B.A. 24	12/14
		B. Sc. 36	18
		B.Com. 28	14
5.	From Semester – V to Semester – VI	Undergone a Regular Course of Study of Semester – V and registered* for the Semester – V examination.	

* Registration means obtaining a Hall Ticket for the said examination.

The procedure to be followed for granting readmission to the students in the following cases:

- (1) A student, who did not put in the required attendance in a semester/year of a course and thus detained
- (2) A student, who did not pass in the required number of papers and thus detained
- (3) A student, after completing a semester/year did not continue their studies in the next immediate semester/year on personal/health grounds but desired to continue his/her studies after a short break
- (4) A student, who has put in not less than 40% of attendance in a Semester and not registered for the examination, can take re-admission in the same semester.
- (5) Who has taken T.C. to join some other course after completing a semester/year of the course and come back to continue the earlier course

May be permitted for readmission to continue their studies with the approval from the University administration.

All the readmissions including such of those students who took TC and come back, shall be granted by the Principals of the concerned colleges directly subject to the fulfillment of the following conditions stipulated by the University.

- 1) they should have been promoted to next higher class/semester in which they are seeking readmission.
- 2) they should join the course within 4 weeks in case of semester system from the date of commencement of classes
- 3) they should be able to complete the course within Six years from the year of their original admission.
- 4) they should pay the readmission fee as prescribed by the University

NOTE: No readmission shall be made after the cutoff date (4 week in a 15 week semester) under any circumstances. The cutoff date for granting readmission shall be reckoned from the date of commencement of classes for different courses as per the almanac communicated by the University every year.

- 5) In the normal course of time a candidate is expected to complete UG three year Degree course within six years from the date of admission.
- 6) Whenever the syllabus is revised, the candidate shall be allowed reappearing for UG Degree examinations according to the old syllabus two subsequent examinations i.e. supple of semester for End examination

- 7) The six-semester three -year course should be completed by a student within 5 years (3+2) as per the guidelines of UGC approved by Kakatiya University Standing Committee of the Academic Senate on 28-01-2016.
- 8) Any student from earlier year-wise UG programme seeking readmission from the academic year 2017-18 onwards will have to opt for CBCS semester system.
- 9) If a student studied first year in year wise scheme and discontinued, then the student may be given readmission if required, in CBCS pattern by submitting the first year paper into semester papers for compelling the course by the recommendation of chairman BOS and Dean. The student may be awarded degree CBCS pattern after completion of its course.
- 10) If a student studied first year in UG year wise scheme and discontinued. Then the student may be given readmission if requested, in third year in CBCS pattern by completing the V & VI semester papers into equaling year wise papers in year wise scheme. The student may be awarded degree in year wise scheme after completion of the course.

11. Effective Implementation of CBCS system

- i. The University shall issue such orders, instructions, procedures and prescribe such format as it may deem fit to implement the provisions of these Regulations.
- ii. The procedural details/logistics will be given by the University from time to time.
- iii. Any unforeseen problems/difficulties will be resolved by the appropriate 'Bodies of the University, whose decision in the matter shall be final.
- iv. All CBCS programmes including logistics shall be monitored by a Central office established for this purpose and a separate CBCS almanac will be issued by the University.